

Village of San Jose
Board Meeting Minutes
April 18, 2016

Board Meeting called to order by President Worlow at 7:00 pm. Meeting was held at Village Hall, 309 S. 2nd Street San Jose, Illinois.

Roll call taken: Present: Tibbs, Skelton, Nolan, Allen and Smith Absent: Coon

Also in attendance: President Worlow, Clerk Coon, Treasurer Shelley, Chief Cupi (7:42pm), Attorney Bosich, Maintenance McCormick, Maintenance Larmore, Engineer Burris, Water Superintendent Albers and fourteen (14) citizens.

Meeting agenda was posted more than forty-eight hours in advance of the meeting on the outside and inside bulletin boards at Village Hall and is attached to and made part of the minutes.

Skelton made motion to approve the consent agenda consisting of the minutes of the March 21, 2016 board meeting and the treasurer's report with 2nd from Allen.

Roll call vote: Allen, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye and Smith, Aye Motion carried.

Citizen Concerns:

1. Citizen R. Davis addressed the board with his concerns and opinions on the decision of the board at the March board meeting to have him pay the entire amount owed on his water bill even given the fact that the water did not go through the sewer system. Allen and Skelton explained to Davis that this decision was due to previous precedence set and current policies. Davis explained his situation further with Allen and Skelton explaining that the board had made its decision and would not change their opinion on the matter. Davis expressed his disagreement with said decision.

President:

2. Worlow read a portion of the letter as submitted by Trustee Coon announcing his resignation from the board due to moving outside of the village limits. Skelton moved to accept the resignation with Nolan seconding, with regret. **Viva Voce: 5-0 Motion carried**

Clerk:

3. Clerk Coon addressed Ordinance #16-502: An Ordinance Adopting the San Jose, IL County of Mason and Logan, Illinois Village Code. There was a question about the ordinance being posted online to which Coon explained that the ordinance would be posted on the village website. Smith made motion, 2nd by Tibbs, to adopt Ordinance #16-502: An Ordinance Adopting the San Jose, IL County of Mason and Logan, Illinois Village Code. **Roll call vote: Allen, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye and Smith, Aye Motion carried.**

4. Clerk Coon addressed Ordinance #16-503: An Ordinance Amending Fees for the Combined Waterworks and Sewage for the Village of San Jose, Illinois as set forth in Title 9, Chapter 5 Section 8 of the Village of San Jose Municipal Code. Skelton made motion, with 2nd from Allen to adopt Ordinance #16-503: An Ordinance Amending Fees for the Combined Waterworks and Sewage for the Village of San Jose, Illinois as set forth in Title 9, Chapter 5 Section 8 of the Village of San Jose Municipal Code. **Roll call vote: Allen, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye and Smith, Aye Motion carried.**

5. Clerk Coon presented Ordinance #16-504: An Ordinance Revising Title 9, Chapter 5 of the Village of San Jose, Mason and Logan County, Illinois Code Book. Skelton made a motion to adopt Ordinance #16-504: An Ordinance Revising Title 9, Chapter 5 of the Village of San Jose, Mason and Logan County, Illinois Code Book. Discussion included section 9-5-2 (D) (2) which needs to be examined closer before adoption. Skelton rescinded his motion and the subject was postponed to the May 9, 2016 board meeting.

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-There was a question from Citizen C. Thomas pertaining to why the village hall office was closed during the morning of 4-15-16 to which it was explained that the clerk had a meeting in Lincoln. Clerk Coon was asked to post a sign on the office door and consider posting any closing, during office hours, on Facebook in the future.

Engineer:

6. Burris updated the board on the meeting dates for the grant/loan. Burris explained that there was still outstanding “homework” that needs to be completed by the various officials. Burris explained that the poverty level could be met due to the number of water main breaks that have been seen over the past five years.

Maintenance Personnel:

7. McCormick announced that he has passed his bug spraying class and will be obtaining his license. McCormick reported that there is a tree that needs to be removed at 108 W. Arch Street and that Morton Builders will be here the first week of May to take care of the gutter issues on the village hall building.

Zoning Board:

8. The board reviewed the packet that referred to a fence permit that had been applied for by Jamie & Rickey Thomas at 502 S. 5th street (old high school property). The zoning board meeting minutes were also reviewed. There were questions asked of the property owners by the board. Attorney Bosich was asked for her perspective of the placement of the fence permit. Bosich explained that the agreement presented by the Thomas’ has nothing to do with the village it is only between themselves and Mr. Richards as owner of the property. Bosich went on to explain that the village, police and fire personnel would all be allowed onto the property due to the “police authority” laws. There were further discussions held and opinions heard pertaining to the sale of the property, hydrant being blocked, utility easement and clarification of the property boundary and where the fence was intended to be placed. Burris explained possible ways that an easement could exist without being recorded in the normal fashion.

Skelton made a motion to deny the fence permit per ordinance 4-7-6 (B) (3) with 2nd from Smith. Viva Voce: 5-0 motion carried

The board explained to Thomas that they would be allowed to submit a revised fence permit without the need of paying the permit fee. There was further discussion about this matter not being a special circumstance, the width of the street, concerns of access to the old high school building and possible fires, possible alternate options for fence height and state fire codes. Fire Chief Hieronymus is to bring Trustee Smith the appropriate paperwork regarding the state fire codes.

-Committee Reports-

Water & Sewer:

9. The board reviewed the report as submitted by Water Superintendent Albers with all systems to show being in good working order. There were no further questions or comments made.

10. The board reviewed the report as submitted by Clerk Coon. There was a discussion pertaining to account 0484 not making any payment on the repayment plan so Coon was instructed to shut the water service off if there is no response after one last phone call. Clerk Coon was reminded to place a note on the office door and put a notice on Facebook if the office is going to be closed for any reason.

Finance:

11: There was a break taken to allow the board time to review all outstanding and paid bills.

12. At the conclusion of the break Nolan made a motion to pay all outstanding bills and approve all paid bills with 2nd from Skelton. **Roll call vote: Allen, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye and Smith, Aye Motion carried.**

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Police:

13. The board reviewed the police report it was submitted by Chief Cupi and included in the board packets. Cupi was questioned about the status of Austin Johnson's training to which she explained that he is doing well and graduates in the end of June, 2016 and will be doing ride along with Alex and herself upon his completion.

-Citizen C. Thomas asked about an officer running at a high rate of speed and following too close with no lights or sirens and the Chief and Attorney's knowledge of such laws. Cupi explained the situation to which Thomas was alluding to. It was explained to Thomas that there was no way for Thomas to measure the rate of speed. Thomas was assured that the Chief and Attorney were aware of the laws in affect.

14. McCormick reported that the bathroom installation is continuing.

Buildings & Grounds:

15. Attorney Bosich explained that it was still unknown about the purchase of the old high school property. Bosich reported that the property at 407 W. Walnut is still under the Mary Matthews estate and the heirs are not interest in the property but the property is still tied to the estate. Bosich explained the options available for the property as: 1) the village could approach the state to ask permission to demolish the buildings 2) ask that the village be named executor of the estate and then open the estate or 3) the village could buy the back taxes on the property. After a discussion about the options presented, Tibbs offered to attempt to contact the heirs to inquire on their willingness to sign off on the estate and give the property to the village. Bosich explained that the family lineage would need to be confirmed but if the heirs were willing to sign over the property, once confirmed, that would be the easiest way to proceed. The back owed taxes on the property were stated at approximately \$181.00 per year.

Streets & Alleys:

16. There was no report from this committee to present.

Health:

17. Skelton made a motion to approve the handbook as it was written with the most current corrections that were made being incorporated. Nolan 2nd the motion.

Roll call vote: Allen, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye and Smith, Aye Motion carried.

18. The town-wide clean-up day was discussed and a date set of June 4, 2016 being chosen as the day for the clean-up. Nolan announced that the town-wide garage sales would be held on May 21, 2016. Coon is to contact Behr about recycling any electronics that are collected.

Old Business:

There were no comments, concerns or issues brought before the board during this section.

New Business:

There was a question pertaining to the brush pile area that is on the South end of 3rd street being locked due to an unknown key being in the hands of a citizen. McCormick explained the issue with unauthorized personnel being seen in the area of the storage buildings and brush pile after unlocking the gate on the area. It was reminded that the area can be unlocked at any time by either calling village hall and scheduling a time or call McCormick's cell phone directly.

Nolan made a motion, 2nd by Allen, to enter into closed session per 5ILCS 120/2 (c)(2)(14) to discuss employee salaries. **Roll call vote: Allen, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye and Smith, Aye Motion carried.**

Entered into closed session at 8:30 pm

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Exited closed session at 9:37 pm

19. Nolan made a motion, with 2nd from Allen, to accept and approve the proposed salaries as discussed in the closed session. **Roll call vote: Allen, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye and Smith, Aye** **Motion carried.**

-There was a discussion pertaining to the separation of the clerk position by creating a water billing clerk or assistant clerk position. Clerk Coon was asked if she would be willing to consider filling the created position to which Coon explained that she would consider it. Further discussion on this subject was tabled to a later date.

Allen made motion to adjourn with 2nd from Smith. Meeting was adjourned at 9:40 pm

Recorded by: Stacy Coon, Village Clerk